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District Forest Ranger's Handbook : Fire Control Series : No. 3

Maine Forest Service

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DISTRICT FOREST RANGER'S HANDBOOK



FIRE CONTROL SERIES: No. 3

MAINE FOREST SERVICE

AUGUSTA, MAINE

JA 30'70

DISTRICT FOREST RANGER'S HANDBOOK

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Published 1967

PREFACE

This is the third of a series of State Forestry Department handbooks describing certain echelon positions in the Division of Forest Fire Control. The 102nd Maine Legislature made a complete revision of all the state forestry laws of which one section changed the nomenclature of Forest Fire Warden titles for purposes of clarity and uniformity. The titles of Forest Watchmen remains the same, Seasonal Wardens and Patrolmen are now called Unit Forest Rangers, District Wardens and Chief Wardens become District Forest Rangers, and Supervisors will be known as Division Rangers. Other new titles are Assistant Division Ranger, Forest Ranger Mechanic, and Aircraft Pilot.

In this new publication we shall deal with the position of the District Forest Ranger. As a result of the legislative changes of titles and distinctions between the forest fire programs in the Organized Towns and the Maine Forestry District, the subject matter is treated in three different parts: General; District Forest Ranger (Maine Forestry District); and District Forest Ranger (Organized Towns). An additional section contains a number of the revised Forest Fire Laws.

Singled out for special mention is Lester DeCoster of the Division of Information and Education for the major part of assembling and putting together the material for this handbook. Credit goes also to Deputy Forest Commissioner Fred Holt for valuable assistance in editing.

This third issue of our series on Forest Ranger positions is a continuation of the policy to make this publication a source of reference and information for Forestry Department personnel. We hope it serves the added value for a better public understanding of the responsibility of establishing and maintaining an efficient statewide forest fire control organization.

To this end we are pleased to announce Fire Control Series #3: "District Forest Ranger's Handbook." Copies are available upon request, as long as the supply lasts and departmental needs are fulfilled.



A large, stylized handwritten signature of Austin H. Wilkins is positioned in the bottom right area of the page.

Austin H. Wilkins
Forest Commissioner

PART ONE — GENERAL



Storehouse for Equipment at a District Warden Headquarters

INTRODUCTION

This bulletin is prepared as the third in a series describing various positions in the Fire Control Division of the Forestry Department.

The two previous bulletins described "Forest Watchman" and "Patrolman or Seasonal Warden" positions. Revision of Maine statutes has now provided for the use of the title Forest Ranger; specifically Unit Forest Ranger, in place of patrolman or seasonal warden. Forest Watchman remains in common use for reasons of its descriptive meaning.

The District Forest Ranger administers the first level of forest fire protection in the field and as such has immediate supervision of the Forest Watchmen and Unit Forest Rangers assigned his district. The District Forest Ranger in turn is responsible to one of the four Division Forest Rangers in the State.

For reasons of historical development and financing, forest fire control is administered by the Forest Commissioner as two pro-

grams: *(1) Maine Forestry District; **(2) Organized Towns. The District Forest Ranger has the same objective before him in each of these two programs: "Least damage plus cost" meaning least damage to the forest resource from fire at a minimum cost of administration and suppression.

SECTION I — Employment Conditions

The basic qualifications for the District Forest Ranger functioning in either the Maine Forestry District or Organized Towns are the same although there will be variation in depth of needed knowledge depending on the size and diversity of circumstances between the two area setups.

A. Qualifications for District Forest Ranger

1. Thorough knowledge of forest fire prevention, presuppression, and suppression methods and equipment as applied to forest types in his district.
2. Thorough knowledge of the characteristics of his district.
3. Knowledge of conditions which constitute forest fire hazards.
4. Knowledge of state forestry laws and ability to enforce them fairly and impartially.
5. Ability to organize and direct forest fire fighting crews.
6. Ability to establish and maintain effective working relations with associates, government officials, land and mill owners, and the general public.
7. Ability to instruct others in forest fire protection methods and techniques.
8. Ability to supervise skilled and semi-skilled workers in the construction and maintenance of forest fire protection facilities and equipment.

*(1) The Maine Forestry District is an administrative unit established by the Legislature in 1909. It is composed of unorganized townships, sometimes referred to as the wild lands, and a few low-population municipalities. More than 99 per cent of the land is privately owned. The pulp and paper industry, lumber interests and family estates own well over half of the ten million acres of forest land in the Maine Forestry District. There are in addition many other smaller landowners in the area. A uniform tax is levied against all property and appropriated for administration by the Forest Commissioner in carrying out the forest fire protection program. Present rate is nine mills on the dollar with an estimated M.F.D. valuation of \$115,000,000.

**(2) The Organized Town area is composed of 445 incorporated towns containing over seven million acres of forest land. Forest fire protection is the initial responsibility of the town but final responsibility remains with the State Forestry Department. Funds for administering the Organized Town program on the State level are provided by Legislative appropriations.

9. Ability to keep records and write clear reports.
10. Physical stamina sufficient to perform strenuous labor involved in forest fire fighting.
11. Ability to organize, supervise and administer the operations of the forest fire protection program within the assigned district.
12. Graduation from a standard high school curriculum as a minimum with additional study desirable.

B. Examples of Work Performed

Prevention

1. Issues permits to insure safe use of fire with as little inconvenience to the public as practicable.
2. Maintains campsites in his district (MFD) where fires may be used safely by recreationists without permits.
3. By posting signs and personal visits with those using the woods, warns of forest fire dangers and encourages observance of fire prevention laws.
4. Enforces laws having to do with all phases of fire prevention.
5. Compiles fire record and analyzes it to determine leading causes and where prevention efforts will be most effective.

Presuppression

1. Plans, assigns and inspects construction and maintenance work on all fire control structures, and equipment. Assigns work on campsite construction and maintenance.
2. Maintains an up-to-date fire control action plan including manpower and other resource lists, maps of access, risks, hazards, and fire occurrence.
3. Trains his own men, landowner and other crews in fire fighting methods.
4. Requisitions supplies and equipment and is accountable for all property assigned his district.
5. Summarizes and submits reports and records.

Suppression

1. Recruits, organizes and supervises men and equipment on all fire fighting in his district.
2. Keeps his Division Forest Ranger currently informed of fire status in his district.
3. Coordinates activities of Forest Rangers and landowner representatives on fires in his district.
4. Arranges for timekeeping of all men and equipment on fires and submits payroll to Augusta.
5. Submits all reports to his Division Forest Ranger.

C. Supervisory Duties

Supervision and efficient use of personnel is one of the District Forest Ranger's major responsibilities. Some men will require more supervision than others, depending on experience and abilities. The extent of supervision accorded each man will be up to the District Ranger's judgment. Visits should be made periodically to all Unit Forest Rangers as time and circumstances allow. Such visits help clear up problems or questions the employee may have on his work and also serve to let him know that he is an important part of the fire control program. These visits also provide an opportunity to evaluate and check on the man's job performance and abilities. During these visits, the man should be advised and aided in correcting any deficiencies in his performance of duties. Keeping the man informed of how he stands is an aid to him in doing a satisfactory job and in improving his abilities and capabilities.

1. Employment Procedures

The hiring of personnel is done by Division Forest Rangers. District Forest Rangers will not be responsible for this activity. They may, however, be consulted by the Division Ranger when hiring is being done, and should have knowledge of the job that is to be filled and the qualifications necessary for the work.

Termination of Employment. Most of the employees under the District Forest Ranger's supervision will be seasonal workers, and termination will take place as the forest fire hazard tapers off. This requires good judgment followed by certain paperwork on the Ranger's part. The termination of employment during the season for cause, should such become necessary,

is the responsibility of the Division Ranger, based primarily on what the District Forest Ranger as the employee's immediate supervisor recommends. Termination, when agreed upon by the supervisor, either during the season, and especially at the end of the season, should be in writing.

Re-employment. If the employee's work record has been such that it is desirable to re-employ him the following season, this should be made known to the man and the Division Forest Ranger prior to the end of the current season. If the man desires re-employment and the Division Forest Ranger concurs, this will save everyone concerned both time and inconvenience the following spring and assure the district of a capable man for the coming season.

Employment Forms. When the employee begins work a Personnel Information Form, approved and signed by the Division Ranger, should be sent to Augusta. The man will not be placed on the payroll until this form is received. When employment terminates, a Separation Card is sent to Augusta. If possible, this should be sent in early enough so that it is in Augusta before the termination date. If this cannot be done due to a sudden or unexpected termination, the information can be radioed immediately to Augusta, but a completed Separation Card must also be sent in for the records.

The District Forest Ranger will also be responsible for submitting payroll information on men hired temporarily for fire control. This will be covered more thoroughly in the section on reports.

2. Training

The amount of training that each man will require will depend on his experience and ability. Again, as in the matter of supervision, District Forest Rangers are responsible for providing such training as they believe each man needs to perform his duties in a safe and satisfactory manner.

Fire conditions permitting, each man, whether experienced or not, should receive a thorough briefing in his duties before being assigned to his post. Any new policies, information, or methods must be made known to and be understood by the men. Special attention should be given to correcting any deficiencies noted from the previous season.

The purpose of training is not only to prepare the men to do a job, but to also help them to continually advance in their abilities and knowledge. The man who does not advance in ability from season to season is not giving his best, either to himself or to his job.

Safety. In all matters, the District Forest Ranger must keep the safety and welfare of his men uppermost in his mind. When assigning duties, when giving training of any sort, or when engaged in fire control work, safety should be stressed at every opportunity. Every assignment should be weighed in the light of safe practices. Getting the job done is important; getting it done safely is imperative. (For more suggestions on Safety, see pages 16 and 17).

3. Uniforms

All Forest Rangers and Watchmen will be issued uniforms by the department, and will be expected to wear them when on duty; either dress or work uniform, according to the situation.

Wearing of the uniform has three distinct purposes. (1) It identifies the wearer as an official representative of the State Forestry Department in transacting business with the public. (2) It has an educational value with the public in that it is associated in their minds with the State forest protection program. (3) It adds to the morale of departmental employees.

Ownership of the uniform remains with the Forestry Department and will be returned by seasonal personnel upon completion of duties each season and by any others whenever employment with the department is terminated. Employees are expected to maintain uniforms in good condition (cleaned, mended, etc.) at their own expense. Replacement of unserviceable uniform items will be made by the department.

The prescribed uniform will be worn by employees:

1. While engaged in field duties (with the exception of jobs where the uniform would normally be expected to become soiled or damaged).
2. At field headquarters during office hours.
3. While attending meetings in an official capacity.

The cruiser coat is intended as a substitute garment for the suit coat and not to be worn over the suit coat. It should usually

be worn at an out-of-door meeting where the suit coat would be subject to snagging or other severe wear and thereby become unfit for wear at more formal or physically inactive meetings. The cruiser coat may also be worn with the work uniform.

The dress hat will be worn with a single horizontal crease from front to back. Pinched-in sides are optional.

The uniform will not be worn when on vacation or while engaged in other nondepartmental activities.

Employees are expected to wear the uniform in its entirety.

Dress Uniform: Suntan shirt, green tie, green wool suit coat or cruiser coat, green wool trousers, hat.

Work Uniform: Suntan shirt, green tie (optional), cruiser coat (optional), green cotton trousers, field cap.

Badge. Full Size Badge—pinned through the center of left pocket flap of shirt. Small Size Badge—Suit Coat: center of hem on top of left lapel pocket. Cruiser Coat: year around personnel—one inch above buttonhole on left lapel pocket flap. Seasonal personnel—center of left lapel pocket flap.

Name Plate. Wear the name plate with one inch of space between the top of badge and bottom of the name plate. If not wearing a badge, wear the name plate where the badge would go.

Shoes are not provided by the department and matching to uniform color is not mandatory. However, dark brown shoes will be the preferred color and employees are urged to conform to this color whenever practicable.

D. Records and Reports

Keeping accurate records of tools, equipment, gasoline, etc., is not only essential in efficient departmental administration and operations, but also for State and Federal auditing purposes.

1. Weekly Reports

Each department employee is required to submit a weekly report using forms provided by the Maine Forestry Department. It is part of the District Forest Ranger's job to review the reports received from the personnel under his supervision and then forward copies to the Division Forest Ranger. Three copies of the report will be received, the pink copies retained, the blue

copies are sent to the Division Forest Ranger and the white copies to the Augusta office. District Rangers will submit a weekly report of their activities, keeping the pink copy and forwarding the blue and white to the Division Forest Ranger.

The weekly report is an invaluable aid in reviewing and planning operations. All employees should be encouraged to fill their reports out completely and conscientiously. It is one of their best means of maintaining good communications. All copies of weekly reports sent to the Augusta office are carefully read and filed.

2. Fire Reports

The District Forest Ranger's job is not over when the fire is out. A forest fire report must be filed with the Forest Commissioner on every forest fire that occurs in the State. It is important that these reports be filed as soon after the fire as possible while information is still fresh. Fires which are large and may extend for a long period of time should be reported as "preliminary." When the fire is out and payroll completed, a final report with more accurate statistics is required. Unusual circumstances or techniques involved in the fire should be included since such information could serve as a useful lesson elsewhere, especially in cases where Boards of Review are held.

Special attention should be given to the determination of fire cause and estimation of fire size. If accurately recorded, this information will be important to District Forest Rangers in planning fire detection, prevention and suppression programs. Complete and accurate reporting of this information is also required for transmittal to the U.S. Forest Service.

3. Fire Payrolls

District Forest Rangers are responsible for maintaining and submitting payroll reports for wages paid to nondepartmental fire fighters, and for payment for rental of equipment. Both the fire report and the payroll and rental report are to be submitted as soon as possible after the fire is out and preferably sent in together. On large fires or those of several days duration, numbers of bills and payrolls may be excessive for rapid processing. Payrolls may be submitted and rapid handling requested from the Augusta office to maintain good relations with fire fighters.

4. Other Reports

A wide variety of other miscellaneous personnel and administrative reports are required from time to time. A list of these forms is available from Augusta to aid in replenishing supplies. Any questions regarding use of these forms should be checked with the Division Forest Ranger.



It's Cheaper to Prevent a Fire Than it is to Fight One.

SECTION II — On the Job

A. Fire Prevention

Much of the actual contact work in the District Ranger's fire prevention program will be carried out by Unit Forest Rangers and Watchmen. District Forest Rangers are still responsible, however, to see that they understand and carry out these fire prevention duties.

Fire prevention is generally thought of as comprising two major activities—education and enforcement. Unit Forest Rangers have major responsibilities in both of these areas; forest watchmen to a lesser extent in both since theirs is a more or less stationary location.

In order to best carry out his fire prevention duties, the Unit Forest Ranger must realize that the fire prevention message must be sold to the public, not just handed out when someone asks. This means that he must frequently take the initiative to talk with people he meets in his area. He must be enthusiastic about the need for fire prevention and be convinced of its worth before he can effectively sell it to the public. This means that the District Forest Ranger, as his immediate supervisor, must also emphasize fire prevention programs and activities in his dealings with Unit Forest Rangers.

Fire prevention should also be emphasized in employee training programs. District Forest Rangers should acquaint their men with the various approaches to fire prevention used by the department, and make certain that educational fire prevention activities are given adequate consideration in their work assignments.

1. Public Information

a. **Signs, posters, etc.** A variety of signs and posters are available for use in Ranger Districts. These include roadside signs, Smokey posters, Maine Forest Service signs, leaflets and handouts.

b. **News media.** There may be opportunities for placing news items and fire prevention reminders in local newspapers within Ranger Districts. Frequently this can be accomplished by becoming acquainted with the newspaper's local correspondent and giving the correspondent the news items as they occur from time to time. There are many activities that present opportunities to get in print with a fire prevention message, for instance; opening of fire towers for the season; assignment of Unit Forest Rangers; opening of campsites; new or unique fire control method or equipment; fires; retirements; etc.

c. **Personal contacts.** Personal contacts should be encouraged with local residents, woods operators, and woods users. Each of these, when made aware of the fire control effort, will be more likely to be a help to the program when it counts, either indirectly through proper fire habits, or directly in fire prevention, detection and even suppression.

Large numbers of people visit ranger headquarters each year and more and more make their way into even the most remote fire towers. With this in mind, an effort should be made to keep

living quarters, storehouses, towers and the area around them presentable at all times. The American flag should be flown wherever facilities are available.

Both District Forest Rangers and Unit Forest Rangers will find a major part of their time directed toward personal contacts of one type or another. This is as it should be. Watchmen, too, will have occasion to meet the public, and should be encouraged to preach fire prevention at every opportunity.

B. Presuppression

Presuppression is the key to effective forest fire control. In simple terms, it means being fully prepared ahead of time to cope with fire situations as they arise.

1. Action Plans

District Forest Rangers will be required to complete or revise an action plan at the beginning of each fire season. This action plan serves as a check-list and guide in reaching full fire preparedness.

It should include information relative to plans for newspaper and radio contacts, personal contacts, distribution of fire prevention materials, posting of roadside signs, cooperating law enforcement officers, participation in parades or other community activities, preseason or other training to be done, inspection plans for all facilities and equipment, readiness schedule for fire danger periods, location and type of all equipment available in case of fire, (both State and private), and an up-to-date map of the district showing all information pertinent to fire suppression.

Supplemental action plans should also be worked out with each Unit Forest Ranger. This applies whether a man is new on the job or not. The newer man may require more assistance from the District Ranger, but all personnel should review and revise their procedures as needed. Questions or problems left hanging at the end of the previous season should be cleared up before they arise again. Enough new problems will come up each year without having the old ones still around to cause trouble.

The old cliché "Plan Ahead" may seem to be overdone, but in a fire suppression situation there is no time available for

doing work that could have been accomplished beforehand. So, Plan Ahead.

2. Fire Danger Measurements

Some personnel will be involved in the taking of fire danger measurements throughout the fire season. Supervision of this program on a state-wide basis will be done from the Augusta office. Methods and procedures to be followed will be those prescribed by the U. S. Forest Service, as relayed to District Forest Rangers by the man in charge of the program in Augusta. He will visit each fire danger station personally at the beginning of each season and will always be available to advise in case of individual questions or problems. This work is an important phase of the fire control program and should be carefully and conscientiously carried out by all personnel involved.

C. Forest Fire Suppression

Forest fire suppression is the reason that District Forest Rangers and their personnel are on the job. Except for the safety of personnel, it should be given top priority in all phases of District Ranger work. The entire program is aimed toward quick, effective and economical control and suppression of forest fires. This does not mean that District Forest Rangers are not to cooperate with other Divisions of the Department whenever possible, however, in any conflict of activities, the suppression of a going fire takes precedence over any other activity.

1. Forestry Department Aircraft

Fire suppression and fire detection have priority claim on the use of State Forestry Department aircraft. In detection work, aircraft are especially valuable for flying areas subject to lightning strikes and for checking on remote smokes spotted by forest watchmen.

Supervision of the department aircraft is the responsibility of the Eastern, Northern, and Western Division Forest Rangers. Requests should be made directly to them in case of need. Requests for use of the aircraft may be made directly to the pilots when Division Forest Rangers are unavailable.

All non-department employed people will be required to sign a release before being allowed to fly in department aircraft. This release clears the department of responsibility for injury in case of accident.

Family members of department employees may be flown on regularly scheduled trips where no additional flight time is involved. Pilot's discretion will be used in these cases.

Requests for use of Fish and Game planes must be made through the Forest Commissioner or Deputy and only when Forestry Department planes are not available.

D. Safety

1. Training

The only consideration which will normally be given priority over fire suppression is the safety of personnel. The safety record of the State Forestry Department is an outstanding one but it has not been achieved without the full cooperation of every departmental employee.

The District Forest Ranger's attitude toward safety will be reflected in the attitude and actions of his personnel. If he is apathetic toward safety, those under his supervision will take the same attitude, with possible tragic results. It is up to the District Forest Ranger, therefore, to see that no disregard for safety practices is tolerated. This involves training in safe practices in all phases of work.

2. Practice

Some common on-the-job hazards to look out for include:

a. Slips and Falls

This is the number one cause of accidents in the Department. Men should be equipped with sturdy ladders of a size necessary for reaching any storage areas. All facilities should be kept in a good state of repair, especially stairways, railings, porches, etc. Special attention should be given to keeping facilities frequented by the public in top shape.

b. Tool Use

Power tools and sharp hand tools can cause serious accidents if misused. Axes, brush hooks and pulaskis should be issued only to men who know how to use them. All suggested safety practices should be observed when using power tools, including safety glass when grinding or when hammering on metal objects. Adjustments on power tools, including rotary lawnmowers, should never be attempted unless the machine has been shut off.

c. **Water Safety**

Forest Rangers may be involved in water travel by canoe or boat. Life jackets sufficient for all passengers should be carried in all water craft and worn whenever water conditions are questionable. Motor boats should be equipped with oars and a paddle in case of motor failure.

d. **Aircraft Safety**

Safety procedures in connection with the use of departmental aircraft will be the responsibility of the pilot and all personnel are expected to follow his instructions. In working with the helicopter, all personnel will approach and leave the machine from a position ahead of the aircraft so that they will at all times be visible by the pilot.

e. **Vehicle Safety**

Seat belts are to be worn at all times. Vehicles should be maintained in the best possible condition from a safety standpoint. Traffic laws will be observed at all times, including when proceeding to a fire. If personnel are to be riding in the back of a vehicle, all cargo should be tied securely to avoid falling or shifting. No one should be allowed to ride or hang on to the outside of any vehicle being driven cross-country over rough terrain.

f. **On Patrol**

Forest Rangers should keep their supervisors advised of their general whereabouts as far as practical, especially if the patrol involves travel by one person into a remote area.

Safety practices in forest fire fighting:

1. It is very important that every possible means be employed to protect men engaged in fire fighting. Training must be provided to teach men how to handle themselves under hazardous conditions.
2. While fighting fires at night, men must be impressed with the added dangers of falling in the woods, over cliffs, etc. Foremen and leaders must see that proper lights are provided.
3. Men should be warned to look out for falling trees, snags, dead limbs, rolling rocks on rough ground, change of wind, etc.

4. Adequate first aid supplies must be provided at all times.
5. When arriving at a fire, the foreman will instruct the driver to park the truck in a safe place headed away from the fire.
6. All trucks should be equipped with a tow chain or rope. In case of emergency it could be used for removal of trucks or cars endangered by fire and unable to start.
7. Rangers should know where all of their men are at all times, never send a man into what may prove to be a trap, and always keep in mind an escape route.
8. In case of very heavy smoke, a wet cloth tied over the nose and mouth is very helpful to check inhaling smoke or fumes.
9. Before leaving a fire, each foreman should assemble his crew, take roll call, then board the truck in an orderly manner.

Further safety practices are noted in detail in the U. S. Forest Service Health and Safety Code which is readily available to everyone.

3. Accident Reports

An injury report must be submitted by any injured employee. In case the injured party cannot do this, his immediate supervisor files the report. The form (Form 21—Employer's First Report of Injury) should be properly filled out and forwarded to Augusta within a day or so of the injury.

E. Law Enforcement

Authority to enforce the forest fire laws in Maine is vested in the District Forest Ranger and may be delegated at his discretion to his Unit Forest Rangers. It is his responsibility to enforce all violations of laws regarding forest preservation.

All enforcement contacts should be made in as courteous and tactful a manner as the situation will allow. Where there is clear evidence that the law has been violated, the violator should be advised that he will have to appear in court to answer the charge, at a time set by the Judge.

The violator should be asked for some identification, and his full name and address noted for use in preparing the papers to be served on him in court, as well as his date and place of birth.

Where marginal cases of violations are encountered the situation should be discussed with the Division Forest Ranger who will determine whether the best interests of the Maine Forestry Department will be served by prosecution.

The most common practice is merely to ask the violator to appear in court at a specified time and place, but Forest Rangers do have the power to make an arrest if necessary.

If more than 50 miles from the nearest court it is possible to accept fines "on the spot." A personal recognizance form must be filled out when this is done. The District Forest Ranger keeps the pink copy. The violator gets the white copy and the buff copy is sent to Augusta. If the violator does not appear in court, the fine is forfeited.

Upon discovering a violation, the ranger contacts the District Court of the district in which the violation occurred to schedule an appearance for the violator. The violator must be then informed of the time and place he should appear.

As a law enforcement officer it is not the District Forest Ranger's duty to judge the individual that he takes to court as a violator. His duty is to gather and present the evidence which he feels constitutes a violation of the law. If the case should go against him, this should not be taken as meaning that a mistake was made in assessing the evidence.

The more carefully evidence is gathered, the better the enforcement job will be, and the less likely that unnecessary trips will be made to court. It will also be to the District Forest Ranger's advantage to become acquainted with the judge or attorney with whom he will be dealing. He should attend court sessions to familiarize himself with procedures, and make the effort to learn how to prepare information for a warrant. He should not hesitate to consult the County Attorney. Helping law enforcement officers is part of his job.

Further instruction on law enforcement is available in the book entitled, "Law Enforcement for the Conservation Officer."

Money collected by the court shall be paid to the Treasurer of State; if the violation was in the Maine Forestry District, the fine is credited to the District for forest fire purposes.

F. Organizational Differences

The chain of command in the Maine Forestry District operates directly at the state level from start to finish of forest fire protection in that administrative unit. In the Organized Towns the municipal level of operation has initial responsibility while the state level has final responsibility. The controls exercised over suppression forces and the manner of meeting objectives varies accordingly; for these reasons the job descriptions and associated activities of the District Forest Ranger position are separated by program at this point.

PART TWO — THE DISTRICT FOREST RANGER IN THE MAINE FORESTRY DISTRICT (MFD)



A District Forest Ranger Checks Campers for a Fire Permit.

SECTION I — Job Description

A person in this position is responsible for the first level of administration of the forest fire protection program in the field. His district may cover from 250,000 to 750,000 acres. He will have from 4 to 14 men responsible to him in Forest Watchman and Unit Forest Ranger positions. He is responsible in turn to the Division Forest Ranger for all forest fire protection activities in his district. In this respect, he will develop a plan to provide prevention, presuppression and suppression activities which will best meet the Maine Forestry Department fire control objective cited earlier. ("Least damage plus cost")

A. Working Conditions

District Forest Rangers in the Maine Forestry District are employed by and serve at the pleasure of the Forest Commissioner. They are not members of the classified service and are therefore not subject to Personnel Board rules and regulations in practice. Sick leave and annual leave and other working conditions are provided as nearly as practical to correspond with working conditions of classified service employees. Rather than an appeal to the Personnel Board in case of grievances, employees have access directly to the Forest Commissioner. All group insurance, retirement, and similar benefits are available to the District Forest

Ranger on the same basis as classified service personnel. Five steps or increases of about five percent are available annually upon satisfactory performance of duties. Two longevity steps, again about five percent each, are available upon the completion of eight years and fifteen years of service. This is based on the same increment plan as in the classified service.

B. Hours

The pay plan calls for a nonschedule work week, or a minimum of 48 hours. The usual work plan in practice is to carry out pre-suppression activities such as construction or maintenance work Monday through Friday. Time off is also granted during this period. Week ends are usually devoted to fire prevention work. This may be done at headquarters or at campsites and along roads or waterways to determine practices and attitudes of those using the woods. Considerable time is devoted to providing general information as well as the more direct prevention work of issuing fire permits and urging use of campsites maintained for fire safety.

Actual fire suppression work receives first priority whenever fires occur. No overtime rate is paid. Division Forest Rangers have discretion to allow compensating time off although the basic consideration is to get the job done, whatever it may be.

C. Living Facilities

Living quarters are provided at most headquarters. It has been necessary for the department to provide these because other living facilities have not been available in the area. This allows more flexibility in employment since those from outside the immediate area can be given consideration for the position with assurance they can be housed with their family in the same location each year, readily accessible to the public. There is no rental charge since it is for the benefit of the Maine Forestry District that the District Forest Ranger be located at the established headquarters. Telephone and in some instances other utilities are provided without charge.

D. The District Forest Ranger's Relation to the Organization

The District Forest Ranger in the Maine Forestry District administers one of eighteen districts, the first level of forest fire protection activity in the field. He is responsible to one of three Division Forest Rangers who are in turn responsible to the Forest Commissioner. The three Divisions are the Eastern, with head-

quarters at Old Town; Western, with headquarters at Greenville; Northern, with headquarters at Island Falls.

The District Forest Ranger has full authority and responsibility for forest fire control within his district from initial attack to final extinguishment. He has responsibility to call through his Division Forest Ranger for additional manpower and other resources before those within his district become overburdened.

To carry out this work the eighteen district forest rangers have 65 unit forest rangers and 65 forest watchmen (the latter for detection purposes). The number of each varies by size of district and other circumstances. These two classes of positions are employed six to seven months a year depending on location and weather conditions. Briefly stated the duties of each of these positions are as follows:

1. Unit Forest Ranger (MFD)

The job of the Unit Forest Ranger in the Maine Forestry District is forest fire protection work in patrolling an assigned area for the prevention, detection, and suppression of forest fires. This job used to have the title of Patrolman. His duties will include fire law enforcement, issuance of campfire permits, campsite maintenance and inspection, fire suppression including supervision of crews, building and equipment maintenance and construction, and assistance to Watchmen as required.

2. Watchman

The job of the watchman is to detect and report forest fires or suspected forest fires, including any unaccounted-for smokes. His place of duty will be that assigned by the District Forest Ranger. He is to be available for duty at all times except when given permission to do otherwise by his immediate supervisor. He is required to maintain his equipment and buildings in the best condition possible and will carry out fire prevention duties as appropriate to his work.

Handbooks covering specific duties of Unit Forest Rangers and Watchmen are available to aid in their training and supervision. Each should be issued a copy of the handbook and required to review it occasionally. No standard employee rating forms or system is prescribed for use, however, it is urged that District Forest Rangers continually evaluate and guide the men in the performance of their assigned duties. (See fire control organization chart, page 46).

White Copy to Permittee Pink Copy to Augusta Blue Copy Retained	MAINE FORESTRY DISTRICT OUT-OF-DOOR FIRE PERMIT (Chapter 406, Public Laws of 1955. See Over)	No 102328
Permission is hereby granted to <u>ALBERT CARLSON</u> <small>Permittee</small>		
of <u>MILLINOCKET</u> <small>Address</small>		
to kindle OUT-OF-DOOR fires in <u>N. SHORE OF HAY LAKE - E. BRANCH DISTRICT</u> <small>Area - Chief Warden District</small>		
for the period from <u>JULY 3</u> 19 <u>67</u> to <u>JULY 6</u> 19 <u>67</u> for the purpose		
of <u>COOKING</u> Route and means of travel <u>RT 159 - GRAND LAKE ROAD, PICKUP + BOAT</u>		
THIS PERMIT IS SUBJECT TO INSPECTION AND CANCELLATION		
<u>Albert Carlson</u> <small>Signature of Permittee</small>	<u>JULY 1</u> 19 <u>67</u> <small>Date Issued</small>	<u>Ranger's Name</u> <small>Signature of Person Issuing Permit</small>
KEEP MAINE GREEN		
Forestry Dept. Form 16		

Fig. 1. A Correctly completed out-of-door Fire Permit.

E. Laws Enforced by District Rangers

1. Permits for Out-of-Door Fires

Permits are not required by landowners building a campfire on their own land. In the case of public use of land owned by large timber holdings, the large landowners in the Maine Forestry District have delegated authority to District Rangers to issue permits for building campfires on their land. In most cases, the landowner is not a local resident; the Ranger is consequently more up-to-date concerning whether or not it is safe to have a fire in certain areas.

2. Seasonal Permits. District Forest Rangers in the Maine Forestry District have discretion to provide seasonal permits to Fish and Game wardens and biologists, guides, landowner representatives, and geologists with the following qualifications:

a. These permits should be restricted to as small an area as possible. Usually this will be a relatively well-known area and within a single Forest Ranger District. If other District Forest Rangers are involved, clear with them first.

b. Length of time between calls (requested of permittee to verify fire danger level) will be at the District Forest Ranger's discretion. Failure of permittee to call as instructed should be basis of recall of permit.

3. Restriction of Permits. Restriction of permits on a District-wide basis due to high fire danger buildup will not be attempted unless the Augusta office has a week's notice to properly inform

the public and assure uniformity of procedure State-wide. This also means that District Forest Rangers will have plenty of forewarning if a state-wide closure is due.

Restriction of where permits can be issued due to local hazards such as slash, etc. will be at the discretion of the District Forest Ranger. The location of these areas should be passed on to the Division Forest Ranger, the Forest Commissioner, and the landowner involved. If the landowner requests restriction of permits in an area for a reason other than fire hazard, the landowner should be asked to withdraw the area in a written statement to the Commissioner.

Large landowners have requested District Forest Rangers to issue campfire permits on their lands in certain nearby organized towns. Such requests by the landowners should be made in writing to the District Forest Ranger otherwise there is no legal basis for taking such action.

4. Points to Remember on Permits

a. The answer as to whether a permit will or will not be issued for a given area should be readily available to the public.

b. Visitors should be encouraged to use authorized Maine Forest Service campsites where possible. Permits should not be issued in areas served by authorized campsites unless there is no room available at the campsite.

c. The public should be urged to get permits from the District Forest Ranger in whose district they plan to have their fire. If some person in the department other than the District Forest Ranger concerned is contacted by the prospective permittee, clearance should be obtained from the Ranger in whose district the fire will be built.

If, for example, Ranger John Doe issues a permit after clearance with Ranger Smith for Smith's District, he should sign Smith's name with his name beneath it.

d. When the permittee plans to pass the headquarters at a time when the Ranger is unavailable, the permit may be made out beforehand and left in the permit box for pick up.

e. If no one will be present to issue permits at a given location, a supply of permit applications should be available in

the permit box. (This is not a blank permit but a small mimeographed blank containing information supplied by the permittee to be used later in completing the permit itself and locating the party in the field. A reasonably large scale map should be supplied in the permit box showing areas where no permits are issued.

f. Some heavy use areas have mimeographed copies of lakes showing campsite locations. These with the annual general highway map (folding) and the campsite bulletin should be available at all locations to show where campsites are located and that permits may not be necessary.

g. Giving the permittee the number of his permit by telephone rather than driving several miles to pick it up is permissible. A Unit Forest Ranger checking for a permit would verify the permit number given with the person issuing the permit.

When making out campfire permits Forest Rangers should:

1. Sell the party on the safety factor in case of emergency.
2. Record his car registration number in upper righthand corner as a safety factor mentioned above.
3. Sell the permittee on the Maine Forestry Department's need to know where smokes will occur to avoid tying up men and equipment chasing down a harmless fire. De-emphasize the idea that this is restricting his freedom and at the same time point out necessity to keep traffic out of high hazard areas.
4. Have person getting permit point out where he plans to go on highway map. This prevents confusion and misinformation. Maps and other helpful literature are available at all Unit or District Ranger Headquarters.

F. Forest Campsites

The Maine Forest Service maintains a large number of forest campsites throughout the Maine Forestry District. Some lunchgrounds are also maintained, although these facilities are generally being discontinued or replaced by campsites.

The campsites are designed to give forest users a safe place in which to kindle a camp fire, hence they are an important fire prevention tool if used properly. To be of greatest value, the camp-

sites must be attractive to the user. This means that they should be maintained in as clean a condition as possible. Often this work can be scheduled as a normal part of the Unit Forest Ranger's duties while on patrol.

The frequency of maintenance visits to each particular campsite can be varied, depending on the use being made of the sites.

If time permits, the Unit Forest Ranger should stop long enough at the site to talk to campsite users. This is an excellent opportunity to put across the fire prevention message and to stress good camping habits to the campsite users.

Information of all State Forestry Department campsite locations is available from the main office in Augusta.

PART THREE — THE DISTRICT FOREST RANGER IN THE ORGANIZED TOWNS (OT)



A District Ranger speaks at a Town Warden Training School.

SECTION I — Job Description

This is responsible technical work directing forest protection activities in a large forest district comprising an average of 65 organized towns.

Employees in this class, plan, organize and supervise all fire prevention and suppression activities in an assigned district. Work involves supervision of 5-12 workers including Unit Forest Rangers and Forest Watchmen. Technical supervision is given to Town Forest Fire Wardens.

The Organized Town District Forest Ranger is responsible to the Supervisor of Forest Fire Control (Division Forest Ranger) for Organized Towns stationed in Augusta.

The work performed by District Rangers in the Organized Towns is very similar to that in the Maine Forestry District with the exception that more time is spent training town fire fighters and dealing with town officials. This training is an important part of the Organized Town Ranger's work as it is his job to provide the technical advice needed by town fire officials. The town has the initial

responsibility on any fire. The District Ranger does not take over fire fighting activities unless asked to or unless the fire is in several towns. The Maine Forestry Department objective is the same as cited earlier ("Least damage plus cost").

A. Working Conditions

The District Forest Ranger (OT) is a classified State employee, working under conditions prescribed by the State Personnel Board. He is employed to work within the Organized Town area.

Annual leave is allowed on the basis of a set number of days per month, depending on the number of years of employment. Taking of leave time should be approved by the Division Forest Ranger in Organized Towns. Sick leave is accumulated at the rate of one day per month for each month worked. This is the standard rate among State employees.

Pay for the position of District Forest Ranger (OT) is set up in a series of five merit increase steps of about 5% each as established by the State Personnel Board, plus two longevity increases, again about 5%, at the end of eight and fifteen years State employment. Merit advances are made periodically on the basis of satisfactory performance of duties.

B. Hours

Hours are on the basis of a non-schedule work week, meaning that time on the job will vary according to the situation. During the fire season, long hours can be expected when fire danger is high. No overtime is paid. During the winter months, the work week normally averages from forty to forty-eight hours in length.

C. Living Facilities

Living facilities are furnished to the District Forest Ranger by the State at a nominal rental fee. The Ranger pays his own heat and light costs. Quarters are winterized and suitable for family living. Rangers are expected to live at facilities provided.

D. The District Forest Ranger's Relation to the Organization

The District Forest Ranger occupies one of the most responsible positions in the fire control chain of command for the Organized Towns. He administers one of the seven districts in the Organized Towns. Within his district he must make many decisions affecting the operation of the fire control program. Under his direct supervision are the subdistrict Unit Forest Rangers whose performance

of duty is a vital factor in a successful forest fire control operation. The training and direction of these men is the District Forest Ranger's responsibility. The over-all supervision of all State forest fire facilities and equipment within the district rests with the District Forest Ranger. His leadership ability, knowledge of the job and sound judgment in a wide variety of situations will frequently be put to the test in his everyday work as well as during fire situations. He will find that much of his work consists of dealing with people; his own personnel, municipal officials, fire department heads, town forest fire wardens and a variety of other individuals. The job that he does will reflect not only on himself and the men under him, but on the entire State Forestry Department.

The seven District Forest Rangers in the Organized Towns have under their supervision Unit Forest Rangers, mechanics and weather station operators. In turn, each Unit Forest Ranger is the immediate supervisor of the forest watchmen, town forest fire wardens and deputy wardens within his district. (See fire control organizational chart, page 46).

Briefly stated, the duties of each of these positions is as follows:

1. Unit Forest Ranger (OT)

The Unit Forest Ranger is directly responsible to his District Forest Ranger for fire prevention, detection and suppression activities within his assigned area. He is expected to keep himself and his equipment prepared to assist town forest fire wardens in any way possible in time of need. He works with town wardens in carrying out fire prevention programs, and is expected to supervise the forest watchmen in proper performance of his duties. The Unit Forest Ranger is responsible for conducting winter training of town fire departments in his area, requesting such training.

2. Watchman

The Forest Watchman is responsible to the Unit Forest Ranger. He is expected to use all diligence and initiative in detecting forest fires within his assigned area. He will report these fires first to the town forest fire warden involved and then notify his District Forest Ranger of action taken. In some cases the watchman will be responsible for monitoring or relaying radio traffic and for taking daily fire danger and weather readings.



A District Forest Ranger Visits One of his Watchmen.

3. Town Forest Fire Warden

The Town Forest Fire Warden is responsible to the Unit Forest Ranger. He is appointed by the Forest Commissioner, with the approval of town officials, for a three year term. He is the "fire boss" for forest fires within his town, being obligated to take initial and appropriate action on all forest, brush and grass fires reported to him.

The Town Forest Fire Warden receives a \$50 dollar retainer fee each year. For this fee, he is expected to: (1) Issue fire permits in his town. (2) Keep an up-to-date fire plan for his town. (3) Attend training schools conducted by Maine Forest Service Rangers (out of several that may be presented, the Town Warden is expected to attend at least one training school each year).

4. Deputy Town Forest Fire Warden

With the approval of municipal officials, the Town Forest Fire Warden may appoint one or more Deputy Wardens. These men are responsible to the Town Warden and are expected to assist him in carrying out his duties.

5. General Deputy Warden

Primarily, this appointment gives recognition to the fact the appointee works, or has interest in forest lands, and anticipates he will take more responsible action in regard to prevention and control of forest fires.

If a General Deputy comes upon a fire which is unattended, he is to employ whatever assistance is necessary to bring the fire under control, and at the earliest possible time notify the Town Forest Fire Warden who has the responsibility in that area. As soon as the fire warden is on the scene he is expected to take charge of the fire. In the Maine Forestry District initial contact should be made with the Forest Ranger in the area.

A General Deputy has no greater authority than any responsible citizen as far as actual arrest is concerned. He should notify the District Ranger involved of any violations he observes and be a willing witness during any enforcement proceedings. If a direct approach to a violator is necessary, he should point out the hazards involved and the fact that if the violator did not take corrective action that he, that is, the General Deputy, would have to notify the Forest Ranger to carry out enforcement procedure.

E. Laws Enforced by District Forest Rangers

A list of statutes of concern to District Rangers is listed in the Appendix of this manual. District Rangers should be completely familiar with these laws as they will be considered the expert on State fire laws in their districts.

The book, "A Manual for Conservation Officers", should be referred to for detailed information on enforcement work. The authority to enforce forest fire prevention laws can be delegated by the District Ranger to his Unit Forest Rangers. This should not be done without explaining law enforcement procedures and policies in detail to them.

Towns in Ranger Districts may also have local ordinances pertaining to burning of trash, debris, dumps, etc. District Rangers should be familiar with these.

STATE OF MAINE - FORESTRY DEPARTMENT
PERMIT TO BURN SLASH AND DEBRIS

Permission is hereby granted JOHN SMITH Name RFO GRAY Address

to burn: ☒ Slash ☐ Grass or Pasture ☐ Blueberry Land ☐ Debris

☐ Other _____ Specify _____

Location of burn CUMBERLAND CENTER ROAD

Date of burn JULY 6, 1967 Hours to burn 5 AM - 8 PM

Safety requirements: SHOVELS, PAILS, THREE OR MORE MEN

in accordance with Title 12 Section 1551 and Title 25 Section 2436-A Revised Statutes 1964 as amended by Chapters 226 and 365 Public Laws 1965. See reverse side.

This permit is granted in the good faith that the fire is carefully watched and controlled by a sufficient force of men and adequate equipment. In no way is the person relieved of legal responsibility if the fire is allowed to escape or cause damage to property of another.

The provisions of this statute are not to be confused with municipal ordinances regulating burning.

Countersigned by Town Wardens Name Date issued: JULY 5, 1967

Town Forest Fire Warden or State Forest Ranger

Arthur H. Wilkins
Forest Commissioner

Permits in triplicate: White to applicant
Buff to Forest Commissioner
Pink retained

YOU ARE URGED TO BURN AFTER 5 P.M.

Form F-17

Fig. 2. A Properly Filled Out Burning Permit.

APPENDIX

1. Forest Fire Laws
2. Organizational Chart

FOREST FIRE LAWS

Forest Fire Laws concerning District Forest Rangers are printed below; brief statements with interpretations of their meaning follows some of the Statutes:

TITLE 12 CHAPTER 215 SUB-CHAPTER 1, M.R.S.A.

Section 1151. Proclamation of Governor. Whenever, during periods of drought, it shall appear to the Governor that hunting or fishing is likely to be a menace to the forests of the State, he may by proclamation suspend the open season for hunting or fishing for such time and in such sections of the State as he may in such proclamation designate, or prohibit smoking or building and using fires out of doors in the woods for such time and sections. The type and manner of hunting and fishing prohibited shall be designated in this proclamation. Public camp sites maintained by the Forestry Department shall not be closed. Other public and commercially operated camp sites having received on-site inspections and approved by the Commissioner prior to a proclamation shall not be closed.

Section 1154. Failure to Observe. Whoever, while the proclamation provided for in section 1151 is in effect, violates any provisions thereof shall be punished by a fine of not less than \$10 nor more than \$100 for each offense.

There is no change in this law from what it was except now commercially operated camp sites may remain open during a proclamation if they have met certain requirements. The main thing is that they must be inspected prior to the proclamation. Once the proclamation is issued it is then too late to apply for an inspection. The reason for this is that Rangers will then be too busy to make inspections.

You will note in this law that the words "out of doors in the woods" appear. This always comes up during a proclamation and has usually been interpreted to include all fires that threaten the woods. If there is no threat to the woods they are not in violation. Many towns take care of this situation by an ordinance requiring permits.

SUB-CHAPTER III — LOCAL CONTROL

Section 1254. Duties of forest rangers in the incorporated sections. Forest rangers under the direction of the Commissioner shall have supervision of the forest fire prevention and control programs for their assigned areas in the incorporated sections of the State, including all personnel and facilities of all types. They shall enforce all laws relating to forests and forest preservation, cause the arrest of all violators thereof, prosecute all offenses against the same and in this connection shall have the same power to serve criminal processes against such offenders as a sheriff or his deputy and shall enjoy the same rights as a sheriff to require aid in executing the duties of their office, including the right to deputize temporary aids.

They shall be responsible for carrying out a comprehensive program of forest fire prevention education and train men at all levels of command to meet supervisory needs during forest fire emergencies. They shall prepare and revise annually a forest fire plan for their districts, including town forest fire plans, correlate the use of such resources and carry out such other duties as may be assigned by the Commissioner.

This section merely establishes the authority under which Maine Forest Service personnel functions. You will note that fire control personnel are now officially known as Forest Rangers.

Section 1255. Control and extinguishment of forest fires. Forest rangers and town forest fire wardens shall take immediate charge to control and extinguish forest fires, using and coordinating all forest fire protection facilities at their disposal. The management of municipal forest fires shall

be the responsibility of the town forest fire warden until in the judgment of a forest ranger the situation makes it advisable for him to take over. Final authority and responsibility on forest fires shall be that of the forest ranger. Municipal fire department personnel and equipment are an important part of the state forest fire plan. They shall not be moved within or outside municipal limits except with the approval of the fire chief or proper municipal official. Such officials shall have the authority to determine whether municipal fire department personnel or equipment is needed on a forest fire or to protect buildings. Forest rangers shall have the authority to set back-fires to control a going forest fire.

This section spells out responsibility in regard to fires. It does state that you can not move fire department men or equipment without the permission of the fire chief. The Chief makes the decision on which fire is the more important, buildings or woods. If fire departments cannot or will not be released, town forest fire wardens can hire men and equipment from adjoining towns with approval of the forest ranger. This question comes up more often than it should especially when there are no other fires. It is mostly a result of personality clashes and sometimes can be overcome by an appeal to the proper town authorities such as selectmen.

Section 1256. Coordinating protective agencies. The commissioner shall formulate emergency plans of action to establish manpower pools, equipment reserves, facilities for feeding, transportation and communication on forest fires. In preparing the plan other agencies and organizations having needed facilities should be contacted such as fire chiefs, civil defense units, Red Cross, sheriffs, American Legion, State Police, National Guard, State Highway, State Fish and Game Department, State Grange, colleges, civil air patrol and any other protective group as determined by the commissioner. Whenever or wherever a major forest fire occurs or threatens, the department shall be the coordinating agency until the Governor declares an emergency.

The big thing here is that the department is the coordinating agency on major forest fires until the Governor declares an emergency. Then, and not until then, does Civil Defense come into the picture. Under these conditions we will continue to fight the fire but Civil Defense will serve as the coordinating agency.

SUB-CHAPTER V — DUMPS

Section 1351. Hazard clearance. Any municipal or private dump within the State established and maintained for the disposal of waste, rubbish or debris of any nature which might facilitate either the origin or spread of forest fires shall be operated under the following preventive measures: A strip 10 feet wide cleared to mineral soil must be constructed on all sides of the dump. A water supply, the suitability of which shall be determined by the forest ranger and town forest fire warden, may be substituted for the cleared strip along any portion of the perimeter; all grass, weeds, slash, brush and debris and other inflammable material shall be removed for a distance of 100 feet in all directions outside the cleared mineral soil strip; live trees need not be removed except that green branches of conifers and dead branches of all trees shall be pruned to a height of 10 feet above the ground; dead snags of all trees shall be removed. During periods of high forest fire hazard if a municipal dump is burning municipal officers shall maintain a watchman at such dumps and owners and operators of private dumps shall do the same.

This spells out what has to be done. We call attention especially to the clearance required in the 100 feet outside the mineral strip. This is nothing new but will be required in the future. This includes anything that will burn readily such as dry grass and blown paper. These specifications will not make a dump completely safe but they will help. Towns should be urged to maintain strict control of their dumps over and beyond what the law requires. By doing this, they will eliminate many costly fires.

Section 1352. Closing for violations. Such municipal or private dumps within the State not carrying out this subchapter shall be posted as "Closed to Dumping" by the town forest fire warden, or the commissioner. Thereafter no person shall deposit refuse of any kind within, along the road leading to or on land adjacent to such closed dump.

Section 1353. Deposits on other's land forbidden. No person shall deposit refuse of any kind on land not his own without the consent of the owner or the public authority having custody or maintenance responsibility of such land.

Section 1354. Penalties. Any person violating this subchapter shall be subject to a fine of not less than \$10 nor more than \$100, or by imprisonment for not more than 30 days, or by both.

Nothing new here, but in order to get a conviction you will need a witness to the fact.

Section 1355. Loss of state reimbursement. Any municipality in which a municipal dump has been posted "Closed to Dumping" as set forth in this subchapter, which continues to permit dumping therein, shall during said period lose the benefits of state reimbursement of forest fire suppression costs on fires which escape from such dump as provided by Title 25, section 2505, up to an amount equal to 1% of the state valuation of the municipality.

This is a new law and one which we plan to use. We have been spending too much money suppressing escaped dump fires because towns have not been complying with our dump laws. The Rangers are to inspect all dumps as fast as they can and any that do not comply with the laws will be called to the attention of the proper town authorities. If the dumps are bad enough they will be closed immediately but usually we will give sufficient time for the job to be done. This will be a written report to the town. Once a dump is closed the State will not participate in suppression costs for escape fires until the town has spent 1% of State valuation for the town.

SUB-CHAPTER VI — KINDLING OUT-OF-DOOR FIRES

Section 1401. Restrictions. No person shall kindle or use fires on land of another without permission of the owner, except at public camp sites and lunch grounds maintained or authorized by the Forestry Department, state parks, and state highway picnic areas, or when the ground is covered with snow. Such fires include the use of sterno, gasoline, charcoal or other fuel fires in or out of tents and collapsible shelters. This subchapter shall not apply to the rights of forest rangers to set backfires to control a going forest fire.

Section 1402. Permits. To better accommodate recreational and sporting users of the woods and to prevent forest fires in the Maine Forestry District, the commissioner is authorized to issue permits for out-of-door fires, except on areas where the majority ownership thereof has withdrawn permission in writing to the commissioner. Persons issued permits are in no way relieved of legal responsibility if their fires escape and cause damage to property. When forest fire conditions become serious, the commissioner may declare void permits already issued. Forest fire danger indices will be used as a basis of determining when forest fire conditions are safe to issue permits. Heavy use areas will, of necessity, be serviced by public camp sites instead of individual permits.

In organized towns these permits must come from the landowner, in a few cases large landowners have delegated this authority to either the town warden or the local ranger. This law is not generally known to local residents and we get too many fires from this source, often young boys are the parties responsible.

Section 1403. Penalties. Whosoever violates this subchapter shall on conviction be punished by a fine of not less than \$10 nor more than \$300

or by imprisonment for not more than 90 days, or by both. All fines, penalties, and all other moneys collected by the court shall be paid to the Treasurer of State and credited to the Maine Forestry District for forest fire purposes.

This section establishes the penalties but it does not tell us how to catch the violator. They are usually long gone before we know about the resulting fire. This law was written with the forestry district in mind but it applies state wide.

SUB-CHAPTER VII — RAILROADS

Section 1455. Removal of inflammable material. Every railroad company whose road passes through waste or forest lands shall during each year cut and burn off or remove from its right-of-way all grass, brush or other inflammable material, under proper care and at times when fires are not liable to spread beyond control. No railroad employee shall build a fire to burn any material along the right-of-way through forest lands when forbidden to do so by the commissioner. All burning shall be done in accordance with section 1551.

This is an old law that has not been enforced for a number of years but there is no reason why it should not be used. Where it has not been enforced and you feel it should be, it would be well to remind the railroad officials of the law prior to enforcement so that the work can be done at a proper time. Spraying to kill the weeds will not reduce the fire hazard.

Section 1456. Devices to prevent fires. Every railroad operating locomotives powered by diesel or other type fuel shall equip the same with devices designed to prevent the escape of live coals, sparks or carbon deposits which may cause fires. Employees shall exercise due care to keep such devices in effective operating condition. Every such railroad shall make and enforce regulations concerning the use of open-flame type signals or flares in such manner as to prevent the spread of fire upon the right-of-way or to adjacent land. No person shall throw or drop burning matches, burning cigars, burning cigarettes or parts thereof from any railroad equipment.

Again this is not new. The railroad people know about it and are working on the problem. Flares are often used carelessly but it is difficult to enforce. It may be difficult to prove whether a fire started from carbon or was the result of either a hot box, or stuck brakes. There is no recourse in the last two instances.

Section 1456-A. Spark arresters on certain equipment. No equipment for producing power shall be operated in, through or near forest lands unless it is provided with approved and efficient spark arresters designed to prevent the escape of sparks, carbon deposits or other substances likely to cause fires. The operator of equipment not provided with such a spark arrester or having such a spark arrester which is not in effective operating condition shall be punished by a fine of not more than \$100 or by imprisonment for not more than 30 days, or by both.

This is a new law that we plan to enforce as much as possible. This includes chain saws, trucks, tractors, etc. We should be on the lookout for equipment that does not comply and get the situation corrected before they start fires. Some of our larger more expensive fires have started from this type of equipment. Chain saws are a problem but most of the dealers have spark arresting equipment. The problem is to get the operators to use it and maintain it as they burn out quite frequently.

Section 1459. Penalties. Any railroad company or person violating any of the provisions of sections 1455 and 1456 shall be punished by a fine of \$100 for each offense.

SUB-CHAPTER IX — SLASH AND BRUSH

Section 1551. Burning permits. It shall be unlawful for any person to kindle or use a fire for purposes of clearing land or burning logs, stumps, roots, brush, slash, fields of dry grass, pasture and blueberry lands, except when the ground is covered with snow, without first obtaining a written permit. Requests for permits to burn under this section may be obtained from forest rangers within the State and from town forest fire wardens outside the limits of the Maine Forestry District. For this purpose the Forest Commissioner shall prepare and cause to be furnished to all such forest rangers and town forest fire wardens blank permits signed by him. They shall have authority to countersign and grant such permits signed by the commissioner but shall not delegate such authority to subordinates except by written approval of the commissioner. The commissioner's representative in the incorporated sections of the State shall have authority to countersign and grant such permits for any deorganized town or plantation not a part of the Maine Forestry District and may temporarily grant authority to deputy town wardens or other persons to issue permits in case town wardens are incapacitated or absent from their town.

This section shall not exempt any person from securing a permit to burn on his own land. Moisture, wind, time of day, length of burning period needed, sufficient force and equipment and any other condition deemed necessary for granting such permits for burning shall be at the discretion of forest rangers and town forest fire wardens. Whenever possible town forest fire wardens of municipalities outside the limits of the Maine Forestry District shall notify their forest ranger of any permit issued. Whenever in the opinion of the commissioner there is a serious forest fire hazard, due to dry weather conditions, he may prohibit all burning under this section and in such periods forest rangers and town forest fire wardens shall refuse all requests to burn and declare void all permits already issued. Any person to whom a burning permit is granted is in no way relieved of legal responsibility if the fire escapes or causes damage to property of another. Nothing herein contained shall limit restrictions of any municipal ordinance regulating burning of refuse or debris. This section shall not apply to the rights of forest rangers to set backfires to control a going forest fire. This section shall not conflict with the laws on kindling fires on land of another.

Whoever violates any of the provisions of this section shall on conviction be punished by a fine not exceeding \$100 or by imprisonment for not more than 30 days, or by both.

There is no particular change in this law but we do have a new form that should be used. You should remind permittees of section 1653, Chapter 365.

Section 1551-A. Slash defined. For the purposes of this chapter "slash" is defined as branches, bark, tops, chunks, cull logs, uprooted stumps and broken or uprooted trees and shrubs left on the ground as a result of logging, right-of-way construction or maintenance and land clearance.

This is new and spells out just what slash is and should make our job easier especially in getting convictions.

Section 1552. Disposal; along highways. Whoever, as stumpage owner, operator, landowner or agent, cuts, causes or permits to be cut any forest growth on lands which are within or border upon the right-of-way of any public highway within the State shall dispose of the slash in the manner described: All slash resulting from such cutting of forest growth shall not remain on the ground within the right-of-way or within 50 feet of the nearer side of the wrought portion of such right-of-way.

Section 1553. Along railroads and utility lines. Whoever, as stumpage owner, operator, landowner or agent, cuts, causes or permits to be cut any forest growth on lands which are within or border upon the rights-of-way of any railroad, electric power, telegraph, telephone or pipelines shall

dispose of the slash in the manner described: All slash resulting from such cutting of forest growth shall not remain on the ground within the right-of-way or within 25 feet of the nearer side of such right-of-way.

Slash accumulated by the construction and maintenance of railroads, highways, electric power, telegraph, telephone or pipelines shall not be left on the ground but shall be either hauled away, burned or chipped. In the event of drought which prevents burning the commissioner shall allow logs which are too large to be chipped to remain in the right-of-way until it is economically feasible for their removal.

Section 1554. Along land bordering on another. Whoever, as stumpage owner, operator, landowner or agent, cuts, causes or permits to be cut any forest growth on land which borders land of another outside the limits of the Maine Forestry District or within the Maine Forestry District which borders property outside shall dispose of the slash in the manner described: All slash resulting from such cutting of forest growth shall not remain on the ground within 25 feet of the property line, provided that the commissioner on his own initiative or upon written complaint of another declares that the situation constitutes a fire hazard.

Section 1555. By dwelling houses. The commissioner or his representatives by written notice to any stumpage owner, operator, landowner or agent, cutting forest growth may require the removal of slash within 100 feet of buildings and trailers currently used for human occupancy, when in his or their judgment such slash constitutes an unusual hazard endangering other property through the setting or spreading of forest fires.

Section 1557. Manner of. All slash resulting from cutting of forest growth shall be removed the required distances under this subchapter and scattered or chipped and not piled in windows, within 30 days after cutting or within 30 days of notification to remove by the commissioner or his representatives as provided.

Section 1558. Primary processors. All primary processors of wood products, including but not limited to sawmills, except a person processing for his own domestic use, and owners of lands on which such processing plants are located shall keep any slash resulting from cutting forest growth removed for a distance of 50 feet in all directions from the mill, sawdust pile and any open incinerator; live trees need not be removed from the 50-foot cleared area but coniferous trees shall be pruned to a height of 10 feet above the ground and dead snags shall be removed. The sawdust pile shall be clear of all trees, free of slabs and edgings and located not less than 25 feet from any open incinerator and mill. All such processors and owners shall observe the slash provisions of this subchapter when on or after change of location.

This law previously applied only to portable sawmills, now it applies to all primary processors regardless of how long they have been established. Violations that were present when this law was passed cannot be corrected but you can prevent them from continuing the violation.

Section 1559. Penalties. Whoever violates any of the provisions of this subchapter whether the person responsible therefor or his employer and whether person, firm or corporation, shall on conviction be punished by a fine of not exceeding \$100 or by imprisonment for not more than 30 days, or by both. The failure of any person to comply with this subchapter shall constitute a continuing offense and he shall be subject to the penalties provided for each day until he complies therewith.

SUB-CHAPTER XI — JURISDICTION AND PENALTIES

Section 1653. Partial payment of costs of suppressing forest fires. Any person, firm or corporation who shall willfully or negligently cause a fire which burns forest, brush, grass or other lands or shall willfully fail to take reasonable action to control a fire on his own land shall be liable

civilly up to a maximum of \$500 of the suppression costs to the State or municipality which aids in suppressing the same.

This is a new law that was passed in the hopes it would make people more careful in their burning operations. This law should eliminate many of our incinerator fires. The suppression costs should be collected whenever possible. This law will probably result in many court cases especially as the costs approach the \$500 limit. Just who will prosecute, State or Town, has not been determined but in any case costs collected by one agency should be shared with the other. Much is going to rest upon the phrase "reasonable action to control."

TITLE 25 — CHAPTER 317

Section 2434. Disposal of lighted matches, cigarettes, etc. No person shall dispose of a lighted match, cigarette, cigar, ashes or other flaming or glowing substance, or any other substance or thing in such a condition that it is likely to ignite forest, brush, grass or other lands, or dispose of any of the aforesaid objects or substances from a moving vehicle. Whoever violates this section shall be punished by a fine of not less than \$10 nor more than \$50.

This section has been revised to be more inclusive. It is a sticky one to administer as you will need to catch the person in the act except possibly in the discarding of hot ashes where the evidence remains after the fire.

Section 2435. Kindling fire with intent to injure another. Whoever with intent to injure another causes a fire to be kindled on his own or another's land, whereby the property of any other person is injured or destroyed, shall be punished by a fine of not less than \$20 nor more than \$1,000, or by imprisonment for not less than 3 months nor more than 3 years.

Section 2436. Time and manner for kindling lawful fires. Whoever for a lawful purpose kindles a fire on his own land shall do so at a suitable time and in a careful and prudent manner; and is liable in a civil action to any person injured by his failure to comply with this provision.

Section 2436-A. Burning of debris. For the purposes of this section "debris" shall be defined as any manufactured product, household rubbish, hay or other vegetative accumulations or materials not included in Title 12, section 1551. No person, firm or corporation shall burn debris out of doors other than when the ground is covered with snow, except between the hours of 5 p.m. and 12 midnight.

This section shall not apply to burning in incinerators approved by a municipal fire chief, town forest fire warden or forest ranger; burning at municipally maintained dumps, burning in municipalities wherein ordinances control the time and manner of such burning; nor to special burning jobs where a written permit is provided by the municipal fire chief, town forest fire warden or forest ranger. Whoever violates this section shall be punished by a fine of not less than \$10 nor more than \$50.

This is a new law and it was included with the hope that some control of incinerators can be attained. The thought is that rather than getting all incinerators brought up to specifications that people will eliminate them and haul their debris to the town dump. Incinerators that are used prior to 5 p.m. should comply with regulations. We have a new incinerator permit that spells out what a safe incinerator is. It does not call for inspection as the permittee states that his incinerator meets the specifications. If it does not he is liable for a fine as well as suppression costs. The law spells out just what debris is. Any town ordinance controlling debris burning or incinerators takes precedence over the state law.

Section 2437. Lumber drivers may kindle necessary fires. Persons engaged in driving lumber may kindle fires when necessary, but shall use

the utmost caution to prevent them from spreading and doing damage, and if they fail to do so, they are subject to all the foregoing liabilities and penalties, as if said privilege had not been allowed.

This is the only type of fire that can be built without a permit other than a lunch fire on your own property.

Section 2438. Extinguishment of camp, cooking or other fires; fines. Whoever by himself, or by his servant, agent or guide, or as the servant, agent or guide of any other person, shall build a camp, cooking or other fire, or use an abandoned camp, cooking or other fire in or adjacent to any woods in this State, shall, before leaving such fire, totally extinguish the same, and upon failure to do so such person shall be punished by a fine of \$50. Such fires built upon the sea beach in such situation that they cannot spread into forest land, woodland or cultivated lands or meadows shall not be construed as prohibited by this section. One-half of any fine imposed and collected under this section shall be paid to the complainant.

The penalty imposed by this section shall not be considered a substitute.

Section 2439. Common law remedy preserved. The common law right to an action for damages done by fires is not taken away or diminished and it may be pursued notwithstanding the penalties set forth in chapter 311 to 321, but any person availing himself of section 2436 is barred of his action at common law for the damage so sued for. No action shall be brought at common law for kindling fires in the manner described in section 2437; but if such fire spreads and does damage, the person who kindled it and any persons present and concerned in driving the lumber, by whose act or neglect such fire is suffered to do damage, are liable in a civil action for such damage.

Section 2440. Penalties; recovery and appropriation. Penalties provided in sections 2431 to 2437 and section 2439 may be recovered by complaint, indictment or civil action, $\frac{1}{2}$ to the prosecutor.

TITLE 25 — CHAPTER 319

Section 2501. Forest fire wardens; deputy; fee. The Forest Commissioner shall appoint a forest fire warden for a 3-year term in each organized municipality within the State outside the limits of the Maine Forestry District for the prevention, control and extinguishment of forest fires. Such forest fire warden appointment shall be made with the approval of the municipal officers. A municipal officer, fire chief, fire ward or any citizen is eligible for appointment. All appointed forest fire wardens shall be sworn to the faithful discharge of their duties and a certificate thereof shall be returned to the office of the Forest Commissioner. Whoever has been notified of this appointment shall file with the Forest Commissioner his acceptance or rejection within 10 days. The appointed forest fire warden may appoint one or more deputy forest fire wardens subject to approval of the municipal officers. The Forest Commissioner shall have the authority, with local municipal approval, to remove from office any town forest fire warden who fails to perform his official duties and to fill any vacancy caused by death, resignation or transfer.

The State shall pay the appointed forest fire warden an annual fee of \$50. This payment shall be made contingent upon attendance at forest fire training schools, preparation of an annual forest fire plan for his town and such reports as the Forest Commissioner may require. This fee in no way limits payment to the warden from his town. His services for work on actual forest fires, also deputy forest fire warden's shall be paid by the town and at a rate determined by the town.

This spells out how town wardens and their deputies are appointed. It sets the fee and tells what is expected in return. It clears up another point. On several occasions selectmen have refused to pay town wardens for work on forest fires claiming that the \$50 fee takes care of all work. This is not so as you can see by studying the law. The law permits the town to pay a fee to supplement the State fee and more

towns are doing this in recognition of added duties in issuing burning permits.

Section 2502. Right to call and employ assistance. State and town forest fire wardens shall be responsible for the control and extinguishment of forest fires in any municipality within the State, outside the limits of the Maine Forestry District. For this purpose they may have the authority to employ any person or persons deemed necessary to assist in fighting forest fires. Any person under the age of 16 should have parent approval. All called and employed assistance shall proceed to help control and extinguish forest fires as directed by the state or town forest fire warden in charge. Persons who refuse or willfully fail, when called upon by the proper forest fire warden in charge, to render assistance or leave a forest fire before being released by him without a just and fair excuse shall upon conviction pay a fine of \$10 and such fine shall be credited in the name and to the use of the town in which the forest fire occurred.

Section 2503. Compensation for fighting forest fires. Town forest fire wardens shall receive compensation for forest fire fighting services at the prevailing rate in the town. Labor and equipment may be provided by individuals or groups on a forest fire without pay. All requested assistance, persons or equipment used in fighting forest fires shall upon application receive compensation fixed by the town in which the forest fire occurred, but labor coming from outside such town shall receive a rate of pay not less than that established annually by the State Highway Commission for state highway labor. Fire departments, organized crews or other groups used outside the town in which the forest fire occurred may receive pay at their usual rates. Forest fire fighters may be provided with subsistence while on the fire.

Section 2504. Hindering state or town forest fire warden. Any person who shall prevent or obstruct, or attempt to prevent or obstruct, a state or town forest fire warden in the performance of his duties, or the exercise of the rights of entry, access or examination by any state or town forest fire warden, shall upon conviction pay a fine not exceeding \$100 or 30-day jail sentence, or both.

Section 2505. Payment of costs; state reimbursement. Municipalities, within the State, outside the limits of the Maine Forestry District, shall be holden to pay for controlling and extinguishing forest fires up to 1% of their state valuation and the State shall reimburse them $\frac{1}{2}$ the above costs incurred by the forest fire warden in charge therein. Reimbursement will not be allowed for use or loss of municipally owned equipment within the town in which the fire occurred. A town going to aid of another, even to protect itself, when requested by the state forest fire warden in charge, shall be paid by the town aided if the total suppression cost of the town is not over 1% of its state valuation.

Section 2506. Payment of costs beyond 1% of state valuation. All forest fire suppression costs in municipalities within the State, outside the limits of the Maine Forestry District, in an amount greater than 1% of the state valuation of the municipality in which the fire occurred shall be paid by the State. Any municipality in order to pay labor quickly may pay beyond 1% of its state valuation and submit for full state reimbursement or forward the unpaid bills, approved by the state forest fire warden in charge, for payment.

Section 2507. Reports and payrolls. Town and state forest fire wardens shall promptly prepare a report of their investigation as to the cause, extent and damage on all forest fires in their charge. They shall prepare an exact and detailed statement of expenses incurred therein immediately after total extinguishment on forms provided by the Forest Commissioner.

Statement of expenses shall have proper payroll receipts and vouchers. Forest fire suppression costs qualifying for town and state payment are labor, transportation, food, fire department equipment from outside the affected town, privately owned equipment and other costs approved by the forest fire warden in charge.

All requests for the State $\frac{1}{2}$ reimbursement shall be presented to the Forest Commissioner within 60 days after total extinguishment or become void. After major forest fires he may extend the time provided a preliminary report has been made.

The Forest Commissioner shall examine all forest fire suppression bills rendered by the town to the State for reimbursement or direct payment. After items not qualifying have been deducted the Forest Commissioner shall approve them for payment.

Other general information on laws can be found in the Maine Forest Service publication, "Laws Relating to Forests, Parks, Lakes and Rivers."

STATE OF MAINE FORESTRY DEPARTMENT

FIRE CONTROL

ORGANIZATIONAL CHART



